

## **RTQ- Commander Sean Spicer OMPF FOIA (FINAL)**

**Background:** Mr. Zack Kopplin, a journalist based in Louisiana, and “J.K. Trotter,” from muckrock.com submitted Freedom of Information (FOIA) requests for Commander Sean Spicer’s Naval Official Military Personnel File (OMPF). Redacted copies of the OMPF will be provided to the requesters and posted in the Navy FOIA reading room.

### **Questions and Answers:**

#### **Q1. What is the purpose of a FITREP?**

A1. Fitness Reports (FITREPS) are the documented performance evaluation for Naval Officers and senior enlisted Sailors, including those on active duty, full time support, and inactive duty Reserve personnel. FITREPS are an official account of all day-to-day naval service, Active and Reserve. The report outlines an officer's contributions to a command and to the Navy organization, grading performance traits on a 5-point scale to quantify areas in which an officer excels and identify areas in which an officer has room to grow. FITREPS are a key component of a member’s OMPF and a significant factor taken into consideration when an officer is eligible for promotion. FITREPS allow a promotion board to see if that officer demonstrates growth, maturity, and a deepening of responsibility and leadership traits across their time in the service.

#### **Q2. Why are some portions of the FITREP redacted, and some are not?**

A2. Portions of an officer’s FITREPs are redacted because they contain information that, if disclosed, would constitute a clearly unwarranted invasion of an individual’s personal privacy. Military personnel’s name, rank, date commissioned or enlisted, designator or rating, date of rank, home of record (state only), gross salary, official photograph, duty assignments (current and prior), duty phone numbers, source of commission or enlistment, promotion, military education, duty status, awards and decorations and other non-sensitive details of individual military personnel are releasable with no expectation of privacy.

#### **Q3. What are collateral duties?**

A3. Collateral duties are those duties assigned to an individual by the commanding officer in addition primary duties. The primary duty is main function assigned to an individual by the commanding officer. Collateral duties can include the command fitness coordinator, urinalysis program coordinator, electrical safety officer aboard ships, and others.

#### **Q4. What is the purpose of the command urinalysis program?**

A4. The Navy maintains a policy of “zero tolerance” for drug abuse--it is detrimental to mission readiness. Drug abuse undermines combat readiness and is incompatible with the maintenance of high standards of performance and military discipline. The Navy's "zero tolerance" policy depends upon a vigorous and thorough urinalysis program requiring strict adherence to program regulations by all hands selected for testing, observers and urinalysis program coordinators (UPCs).

#### **Q5. What does the command urinalysis program entail and is it effective?**

A5. As part of the urinalysis program, commands must randomly test 15 percent of their personnel monthly, with every Sailor receiving at least one urinalysis each fiscal year. Overall numbers of positive drug tests have come down substantially since the early 2000's, due to increased testing and effective deterrence campaigns.

#### **Q6. What is the purpose of the urinalysis program coordinator (UPC)?**

A6: OPNAVINST 5350.4D designates the UPC as the advisor to the commanding officer on all matters

relating to the command urinalysis program. The UPC is responsible for all aspects of the program, including facilitating testing, training observers, maintaining chain of custody, and labeling and shipping specimens.

**Q7. What are the qualifications required to be a UPC?**

A7: The Navy's urinalysis program is important to mission readiness. As such, the UPC is a position of trust, and to the greatest extent possible filled by an E7 or above designated in writing by the commanding officer.

**Q8. In the releasable documents it shows that CDR Spicer was awarded the Meritorious Service Medal, but it is not listed in his OMPF. Why is there a disparity and how does this occur?**

A8. Navy Department Awards Web Service (NDAWS) is the authoritative system for awards. The information in NDAWS is reflected in an Officer Service Record and releasable biography. The OMPF and NDAWs are two separate ways of accounting for awards for service members and each requires separate action to ensure both are corrected and updated. Sometimes disparities occur, but can be corrected when a service member works with their Navy administrative commands.

**Q9: Commander Spicer served as the UPC for about three years; is it typical for an individual to hold that position for that period of time?**

A9: Assignment of collateral duties is always a matter of commanding officer discretion. Factors such as the size of the unit and geographic availability of individual Reserve members must be taken into account. It should not be considered unusual for an individual to serve in such a capacity for an extended period, if that individual is in a smaller unit, and resides in the same location, while other members may not.